



United States Department of the Interior

BUREAU OF LAND MANAGEMENT

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April 12, 2001



In Reply Refer to:

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EMS TRANSMISSION 04/16/01

Instruction Memorandum No. CA-2001-036

Expires: 09/30/02

To: All DSD's, CDD District Manager, All Field Managers
Attn: District, Regional and Field Office Fire Management Officers

From: State Director

Subject: 2001 Annual California Fire Readiness Review

DD: 05/4/01

As the 2001 Fire Season approaches, it is once again time to plan for the annual Fire Readiness Review. A comprehensive fire program readiness review is essential in assessing the operational readiness of your District/Field Office's fire suppression forces for the upcoming fire season. Implementation of this annual review also fulfills the Director's requirement that is identified in the Bureau-wide Fire and Aviation Program Review Action Plan (IM 95-2005).

The 2001 Fire Readiness Review effort will be coordinated through the California State Office, Branch of Fire and Aviation. The CSO Fire Staff will conduct this years readiness review with teams made up of State, District/Regional and Field Office personnel. The Interagency Fire Readiness Review format and software will again be utilized. It is expected to be a highly interactive fire station readiness review with full participation of Bureau fire personnel.

The Readiness Review Team make-up is in the process of being identified and the Review Teams membership for each District/Area will be sent out once finalized. The ability of the selected individuals to participate on their respective teams is important to the success of the Readiness Review. To facilitate the effectiveness of this review process, participation in each field office by a District/Field Office Line Officer (or designee) and the District/Regional/Field Office Fire Management Officer, will be required. Please notify Doug Waggoner, CSO Branch of Fire and Aviation Management by **May 4, 2001**, to give him the names of those participating from your field office.

I anticipate your cooperation in ensuring that these critical fire readiness review requirements will be accommodated by you and your staff. Your support and participation in your unit's fire readiness review will serve to further our mutual goal of line officer involvement in the Bureau's fire program.

The 2001 Fire Readiness Review will focus on the following fire program areas:

- | | |
|---|-----------------------|
| * Fire Staffing Levels and Standards | * Firefighter Safety |
| * Individual Firefighter Evaluations | * Fire Training |
| * Preparedness | * Fire Equipment |
| * Physical Training/Fitness | * Fire Facilities |
| * Firefighter Skill/Knowledge Evaluations | * Fire Drills |
| * Firefighter Annual Currency Training | * Fire Qualifications |
| * Fire crew Personnel Composition and Diversity | * IQS Completion |
| * Fire Program Management | |

A records/document package needs to be developed at each station for each module, to include the following items:

- Record of last Pack Test
- Blood borne Pathogen Immunizations
- Ethics and Conduct
- Currency Training
- Current Staffing Plan
- Individual Training Records
- Physical Fitness Program

This package of information needs to be readily available for the review teams. Complete and accurate physical fitness records must be present at the stations as well. They will be reviewed for completeness, accuracy and currency.

California Fire Management Officers have been contacted, prior to this memorandum, concerning their responsibilities and involvement in the 2001 Fire Readiness Review. Tentative station/office specific readiness review dates are identified in an attachment to this memorandum. My objective is to have this review completed by California Field Offices no later than June 29, 2001.

It is essential that all District/Regional/Field Office fire resources (personnel and equipment), identified for review are at their assigned duty stations on the date scheduled for their inspection.

In addition to this scheduled fire readiness review, the CSO Branch of Fire and Aviation Management will be conducting technical reviews of California BLM/Interagency dispatch centers, helicopter operations, and hot shot crews.

If you require any further information concerning the 2001 Statewide Fire Readiness Review, please contact Doug Waggoner, California State Office, Branch of Fire and Aviation Management, at (916) 978-4437.

1 - Attachment:

2001 Readiness Review Schedule (2 pp)

Signed by:

James Abbott

Acting State Director

Authenticated by:

Alex Lopez

Records Management

2001 California Readiness Review Schedule

California Desert District: June 3 thru June 8, 2001.

June 3 - Olancho Fire Station
June 4 - Salt Wells Fire Station
June 5 - Hole-in-the-Wall Fire Station
June 6 - Apple Valley Fire Station
June 7 - Black Rock Interagency Fire Station
June 8 - Close-out with District Manager

Bakersfield and Hollister Field Offices: June 11 thru June 15, 2001.

June 11 - Hollister Field Office
June 12 - Bakersfield Field Office Fire Resources
June 13 - Midway/Carrizo Plains Fire Station
June 14 - South Fork Fire Station Carrizo Plains Fire Station
June 15 - Chimney Peak/Kennedy Meadows Fire Stations
(Close-out with Field Manager)

Bishop and Folsom Field Offices: June 16 thru June 19, 2001.

June 16 - Benton/Bishop Fire Station
June 17 - Conway Fire Station
June 18 - Topaz Fire Station
(Close-out with Field Manager)
June 19 - Folsom Field Office

NORCAL East: June 21 thru June 25, 2001.

June 21 - Susanville Fire Station
June 22 - Ravendale Fire Station
June 23 - Cedarville Fire Station
June 24 - West Valley Fire Station, Alturas R.A.
June 25 - Susanville - Close-out.
(Drive to Redding)

NORCAL West: June 26 thru July 29, 2001.

June 26 - Redding Field Office
June 27 - Arcata Field Office
June 28 - King Range Fire Station

June 29 - Ukiah Field Office

Close-out for Central CAL and NORCAL Field Offices will be with each Field Manager after respective stations have gone through the review. Field Managers are invited to station reviews.

Dates for below have yet to be determined.

Hotshot Crew Readiness Reviews - 2001:

- May - Kern Valley Hotshot Crew, Bakersfield F.O.
- May - Diamond Mountain Hotshot Crew, Eagle Lake F.O.

Aviation Readiness Reviews - 2001:

- June - Apple Valley Helitack Crew, Apple Valley F.S.
- June - Keene Helitack Crew, Keene F.S.
- June - Ravendale Helitack Crew, Ravendale F.S.
- June - Porterville Air Tanker Base (T-160)

Communication Center - Dispatch Reviews - 2001:

- June - Federal Interagency Communication Center (FICC) San Bernardino
- June - Susanville Interagency Fire Communications Center (SIFC)

Note: Communication/Dispatch Centers are reviewed on an every-other-year rotation.